



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **PJ-1**

August 5, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**COLONEL LEON H. WASHINGTON PARK
NEW GYMNASIUM AND GENERAL PARK IMPROVEMENT PROJECT
APPROVE MITIGATED NEGATIVE DECLARATION
ADOPT MITIGATION MONITORING AND REPORTING PROGRAM
ADOPT AND ADVERTISE
SPECS. 6518; C.P. 77097
SUPERVISORIAL DISTRICT 2
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Approve the Mitigated Negative Declaration (Enclosure D) for the Colonel Leon H. Washington Park New Gymnasium and General Park Improvement Project together with the comments received during the public review process, find that the project will not have a significant effect on the environment, and that the Mitigated Negative Declaration reflects the independent judgment of the County.
2. Adopt the Mitigation Monitoring and Reporting Program (Section 5 of Enclosure D) to ensure compliance with the project conditions as contained in the Mitigated Negative Declaration and to mitigate or avoid environmental effects.

3. Find that the project will have no adverse effect on wildlife resources and authorize Public Works to complete and file a certificate of fee exemption for the project.
4. Adopt plans and specifications for the construction of Colonel Leon H. Washington Park New Gymnasium and General Park Improvement Project at an estimated construction cost of \$3,089,295 funded by the General Fund and State Proposition 12 Per Capita Grant Funds, and instruct the Executive Officer to advertise for bids to be received and opened on September 21, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
5. Authorize the Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not to exceed fee of \$4,800 funded by existing project funds.
6. Approve the Youth Employment Plan (Enclosure C).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will allow Public Works to solicit construction bids for the Colonel Leon H. Washington Park New Gymnasium and General Park Improvement Project.

The project consists of constructing an approximately 12,500-square-foot gymnasium and community center facility with a multi-purpose court; assembly room; lobby area; restrooms; and storage, custodial, and utility rooms. In addition, the project includes renovating the existing community building and courtyard, expanding and renovating the parking areas, constructing a group picnic shelter, and various landscaping and irrigation improvements.

The project will also include five additive alternates that may be awarded if favorable bids are received. The lowest bidder will be determined by adding the lump sum base bid and all additive alternates for a total lump sum bid. However, the final selection of additive alternates to be awarded will be at the discretion of the County. The additive alternates are estimated at a combined value of \$158,274 and include:

- Installing a group barbeque and replacing a drinking fountain.
- Refinishing storage cabinets in the community building.
- Replacing windows, doors, accordion partitions, and miscellaneous work in the community building.
- Installing new vinyl flooring in the community building.
- Installing a new HVAC system in the community building.

Parks and Recreation will employ at-risk youth to perform landscaping work for the project.

The proposed agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being as it is an investment in public infrastructure and will provide enhanced recreational opportunities that will assure good health and social well-being.

FISCAL IMPACT/FINANCING

Your Board previously approved a base construction budget of \$3,089,295. The total project cost previously approved by your Board, including plans and specifications, plan check, construction, at-risk youth employment, equipment/utility connection fees, consultant services, miscellaneous expenditures, and County services, was estimated at \$4,200,000.

In light of the recent market increase in construction material costs, an independent cost estimate was obtained. The independent estimate placed the project's current construction cost at \$4,097,967, which would increase the overall project budget to \$5,403,349.

Due to the volatility of the current construction market, we are recommending that your Board defer any adjustments to the project budget until the bid process has been completed. At that time, we will return to your Board with final recommendations regarding project scope, funding, and award of the construction contract.

The project is currently funded from \$2,000,000 in Second District Capital Project Net County Cost and \$2,200,000 in Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (State Proposition 12) Per Capita Grant funds. An application for State Proposition 12 funds in the amount of \$2,200,000 was previously submitted and approved by the State. An amendment to the grant amount will be submitted to complete funding for the project upon completion of the bid process and determination of final funding requirements.

Operating Budget Impact

Based upon current salary and employee benefit costs, Parks and Recreation anticipates one-time startup costs of approximately \$109,722 for sports and safety equipment; alarm system, furnishings and equipment for the staff office and assembly room; and maintenance supplies and equipment. Parks and Recreation has requested an additional \$199,361 in estimated ongoing operational and maintenance funding, including \$118,911 for salaries and employee benefits for maintenance and recreation staff, and \$80,450 for utilities and maintenance, recreation and computer supplies. If the proposed additive alternates are included as part of the project, Parks and Recreation does not anticipate incurring any additional one-time start-up or annual, ongoing operating cost.

The Chief Administrative Office is currently reviewing the operating cost estimates and will work with Parks and Recreation to determine appropriate operating requirements and available funding. Based on the current project schedule, one-time and ongoing operating costs would be incurred beginning in Fiscal Year 2005-06.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to

terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy, Parks and Recreation is actively pursuing employment opportunities to meet the County's Youth Employment Minimum Obligation. The estimated cost of the Youth Employment Plan for this project is \$6,004 as detailed in Enclosure C. In addition, the plans and specifications encourage the contractor to employ at-risk youth on the project.

ENVIRONMENTAL DOCUMENTATION

As required by the California Environmental Quality Act, a draft Mitigated Negative Declaration was prepared for this project and circulated for agency and public review on February 29, 2004, for a period of 30 days. During the public review period, four written responses were received from the following public agencies: The Governor's Office of Planning and Research (State Clearinghouse), Department of Toxic Substances Control, Southern California Association of Governments, and County Fire Department. Comments received during the review period, responses to the comments, and the clarifications and revisions are contained in the final Mitigated Negative Declaration

(Enclosure D). The proposed Mitigation Monitoring and Reporting Program (Section 5 of Enclosure D) was also prepared to ensure compliance with the environmental mitigation measures included as part of the final Mitigated Negative Declaration relative to aesthetics, biological resources, geology and soils, hazards and hazardous materials, hydrology and water quality, transportation and traffic, and solid waste disposal. The recommended measures to mitigate the environmental impacts will be incorporated into the construction bid documents. Based on the final Mitigated Negative Declaration, comments, clarifications, and revisions received, it has been determined that the project will not have a significant effect on the environment.

A fee must be paid to the State Department of Fish and Game when certain notices required by CEQA are filed with the County Clerk. The County is exempt from paying this fee if your Board finds that a project will have no impact on wildlife resources. The Initial Study of Environmental Factors concludes that there will be no adverse effects on wildlife resources. Therefore, it is recommended that your Board find that the project will have no adverse effect on wildlife resources and authorize Public Works to complete and file a Certificate of Fee Exemption for the project.

CONTRACTING PROCESS

On March 11, 2003, your Board authorized Public Works to execute a contract with Carde Ten Architects to provide architectural/engineering services for a not to exceed fee of \$244,200.

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids scheduled for September 21, 2004, we will return to your Board for construction contract award.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBE.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The park will remain open during the 12-month construction duration scheduled to begin in January 2005. However, access to the community building, including the restrooms, and parking lot will be limited during construction.

The community building is used for year-round recreational programs, including a Community Development Block Grant-funded after-school program and the Summer Lunch Program. If funding is made available, a temporary facility will be provided on site for these programs while the community building is closed for renovation. Otherwise, the programs will be discontinued during construction. In addition, the contractor will provide temporary restroom facilities for public use during construction.

Upon completion of the project, the addition of the gymnasium and community center will accommodate an increase in programs for youth, adults, and seniors. New programs will include computer classes in the assembly room; a variety of sports activities including basketball, volleyball, and indoor tennis; other fitness activities including aerobics exercise and fitness classes; and community events. Park hours will be extended approximately 3 hours per day allowing activities to take place in the evening hours.

The Honorable Board of Supervisors
August 5, 2004
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Interim Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Interim Director of Parks and Recreation

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Enc. 4

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance

August 5, 2004

ENCLOSURE A

**COLONEL LEON H. WASHINGTON PARK
NEW GYMNASIUM AND GENERAL PARK IMPROVEMENT PROJECT
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Award Design Contract	03/11/03*
Execute Design Contract	04/01/03*
Schematic Design	05/13/03*
Design Development	07/16/03*
Construction Documents	05/12/04*
Jurisdictional Approvals	06/24/04*
Construction Award	11/03/04
Construction Start	01/10/05
Substantial Completion	03/05/06
Final Acceptance	06/01/06

* Actual completion date

II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget	Proposed Budget Per Independent Cost Estimate
Plans and Specifications		
Basic Design Services	\$ 150,380	\$ 150,380
Construction Administration	55,620	55,620
Additional Consultant Services	18,200	18,200
A/E Additional/Reimbursable Services	<u>20,000</u>	<u>20,000</u>
Total A/E Contract	\$ 244,200	\$ 244,200
Plan Check	\$ 31,000	\$ 31,000
Construction		
Construction Contract	\$ 3,089,295	\$ 4,097,967
Change Order Contingency (10 Percent)	308,930	409,797
Youth Employment *	<u>0</u>	<u>10,033</u>
Total Construction	\$ 3,398,225	\$ 4,517,797
Equipment/Utility Connection Fees	\$ 20,000	\$ 20,000
Consultant Services	\$ 78,000	\$ 86,430
Miscellaneous Expenditures	\$ 11,000	\$ 11,000
County Services	\$ 417,575	\$ 492,922
TOTAL	\$ 4,200,000	\$ 5,403,349

* Includes youth labor and supervision.

August 5, 2004

ENCLOSURE B

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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
2	6518	Colonel Leon H. Washington Park New Gymnasium and General Park Improvement 8908 South Maie Avenue Los Angeles, CA 90002	\$50	09/21/04

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, First Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please contact Mr. Ron Beal of Architectural Engineering Division at (626) 458-2587. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Conference Room D, First Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

Public Works will hold a pre-bid conference at 10:00 a.m. on Tuesday, September 7, 2004, at the project site located at 8908 South Maie Avenue, Los Angeles, California 90002, to provide information on the project, bidding process, and address any questions that potential bidders may have. For further directions, please contact Mr. Ron Beal with the Department of Public Works at (626) 458-2587.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7:00 a.m. a 5:30 p.m.

Enclosure B
August 5, 2004
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By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated August 17, 2004.

Specs. 6518

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

August 5, 2004

ENCLOSURE C

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YOUTH EMPLOYMENT PLAN

Background

The project consists of constructing an approximately 12,500-square-foot gymnasium and community center facility with a multi-purpose court; assembly room; lobby area; restrooms; and storage, custodial, and utility rooms. In addition, the project includes renovating the existing community building and courtyard, expanding and renovating the parking areas, constructing a group picnic shelter, and various landscaping and irrigation improvements.

The project will also include five additive alternates if favorable bids are received. The lowest bidder will be determined by adding the lump sum base bid and all additive alternates for a total lump sum bid. However, the final selection of additive alternates to be awarded will be at the discretion of the County. The additive alternates are estimated at a combined value of \$158,274 and include:

- Installing a group barbeque and replacing a drinking fountain.
- Refinishing storage cabinets in the community building.
- Replacing windows, doors, accordion partitions, and miscellaneous work in the community building.
- Installing new vinyl flooring in the community building.
- Installing a new HVAC system in the community building.

Parks and Recreation will employ at-risk youth to perform landscaping work for the project.

Task(s) that may be Performed by At-Risk Youth

- Plant 115, 1-gallon shrubs.
- Plant 55, 5-gallon shrubs.
- Plant approximately 1,896 ground covers.

Estimated Cost of Youth Employment

Total estimated hours of youth employment	632
Cost per hour	\$ 9.50
Total estimated cost of youth employment	\$ 6,004

Method of Employing Youth

Youth referrals for employment will be provided by the Los Angeles County Department's of Children and Family Services, Community and Senior Services, Public Social Services, Probation and/or by a school district. In addition, the contract documents will require the Contractor to make a good faith effort to employ at-risk youth from the community in which the project is being carried out in conformance with the County's definition of "at-risk youth".

Youth Employment Goal

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of at-risk youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). Parks and Recreation is actively pursuing employment opportunities for at-risk youth on all construction projects. The current plan to meet the County's YEG is as follows:

	<u>YEMO Goal</u>	<u>Accomplished</u>	<u>Remaining</u>
Project Support	\$ 5,246,583	(\$ 786,143)	\$ 4,460,440
Maintenance	\$ 5,246,583	(\$ 253,525)	\$ 4,993,058
Other New Youth Employment*	\$ 5,246,584	(\$ 677,616)	\$ 4,568,968
YEMO Total	\$15,739,750	(\$ 1,717,284)	\$14,022,466

* Various parks and County programs

August 5, 2004

ENCLOSURE D

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MITIGATED NEGATIVE DECLARATION**